LR2000

Guide to Reports

LR2000 Public Reports Menu.

Click on the report name to initiate report generation.

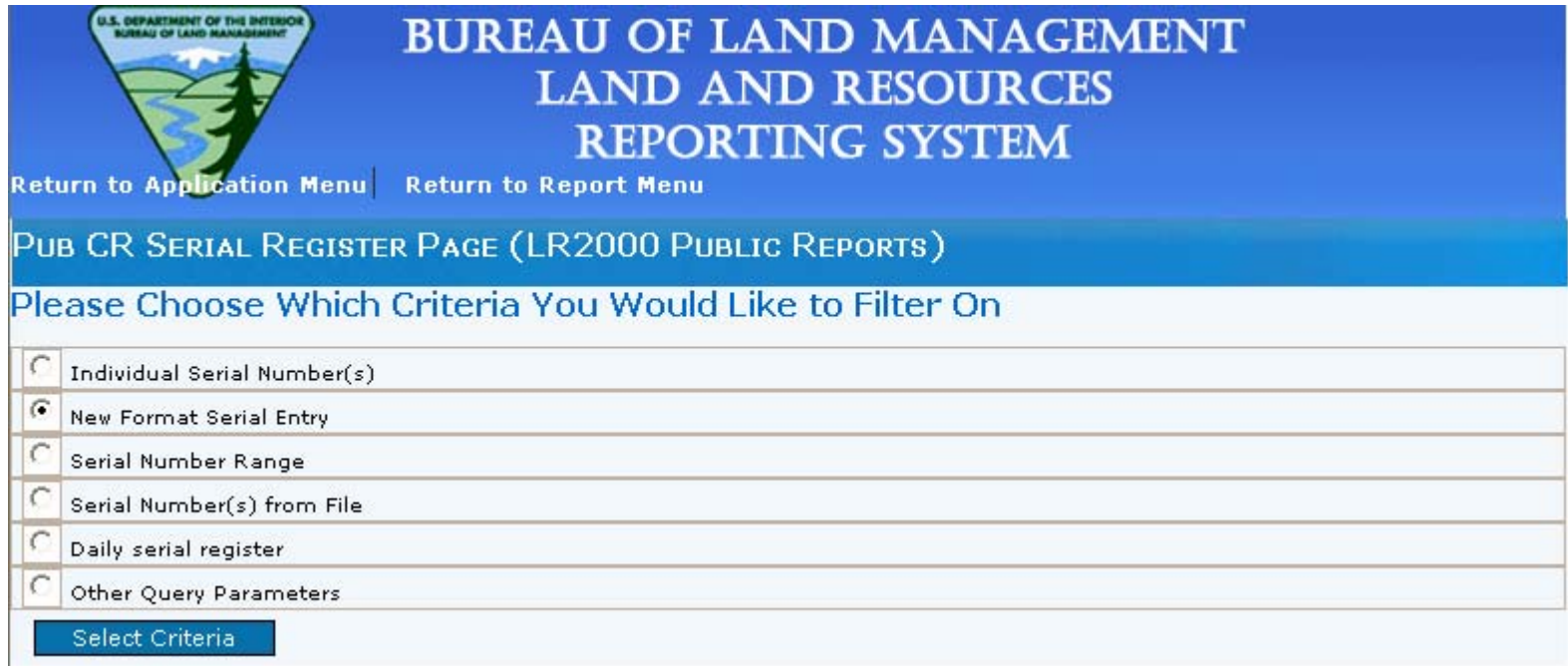# Lets look at reports, starting with Case Recordation (CR).

The first report we'll look at is the Serial Register Page

Note:
We are providing a sampling of reports.

Criteria Selection – Serial Register Page

Selection of the CR Serial Register Page – Mass option from the LR2000 Report Menu displays the criteria group selection window

Select New Format Serial Entry then click Select Criteria

Report Criteria – Serial Register Page

Enter Serial Number information in appropriate fields.

Click on Enter Value.

Report Criteria – Serial Register Page

After you have clicked on Enter Value, a pop up window will display to confirm Serial Number entered.

Select 'OK' to continue.

(You can repeat these steps to enter multiple serial numbers).

Report Criteria – Serial Register Page

Click Run Report.

Report Criteria – Serial Register Page

A pop up window will display to confirm the selection criteria.

Select 'OK' to run the report or Cancel to change selection criteria.

Report Format – Serial Register Page

The Serial Register page report will display.
You can select a different report format or the Banner Page from the drop down list.
Click the Go button to proceed.

Report Format – Banner Page
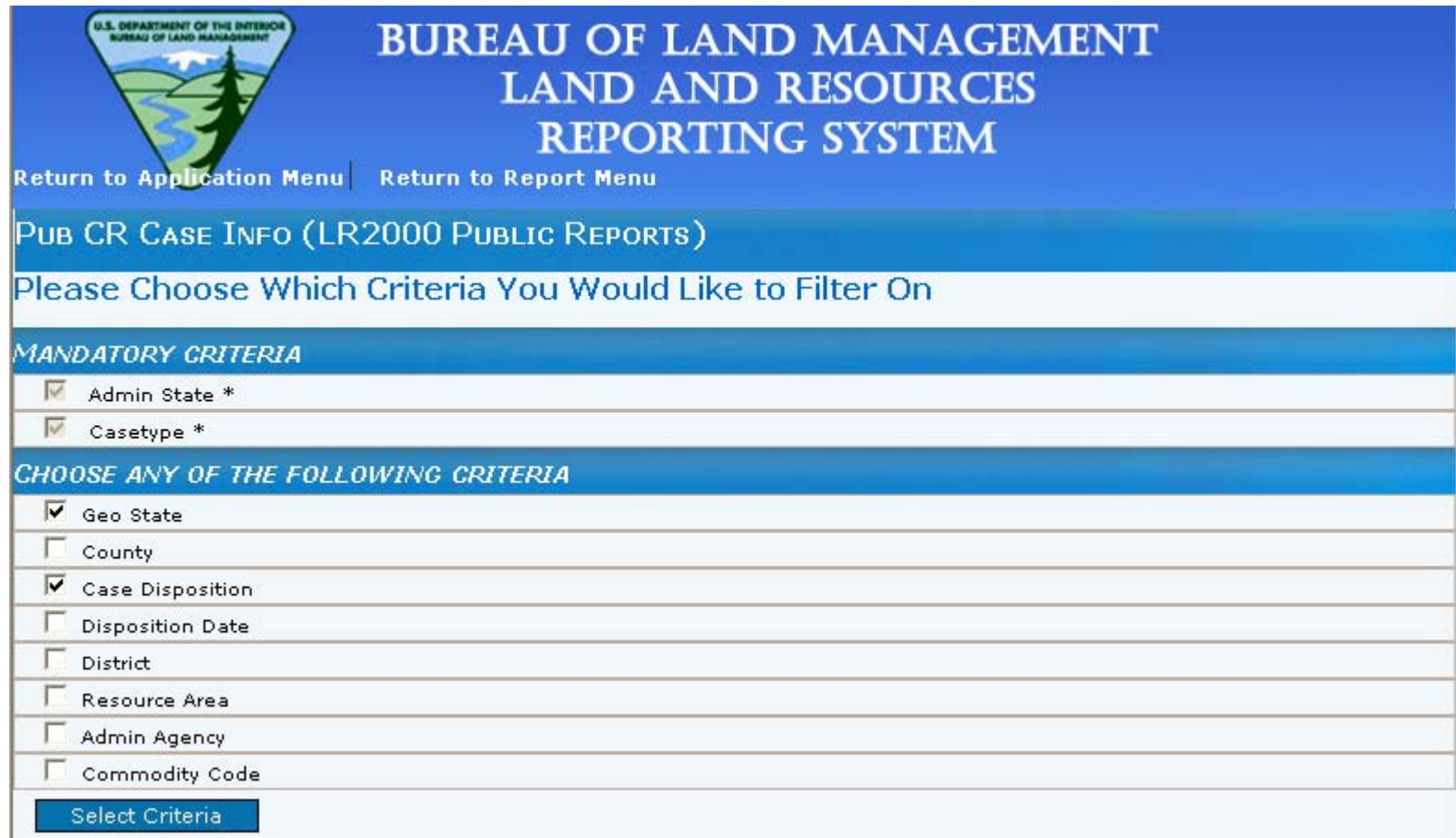
Select "Banner Page" from the drop down list then click on Go to display the Banner Page.

CR Case Information

Criteria Selection – Case Information

Admin State and Casetype are required.
Select other criteria you would like to filter on. Geo State and Case Disposition have been selected for this report.
Click Select Criteria.

Click the Set button for the Admin State criteria.

Pub CR Case Info (LR2000 Public Reports)

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Close Admin State

Enter Admin State

MT

or Select Admin State

Sort Code   Sort Text

Select here to clear values
AZ – ARIZONA
CA – CALIFORNIA
CO – COLORADO
ES – EASTERN STATES
ID – IDAHO
MT – MONTANA
NM – NEW MEXICO

Enter the state code(s)
separated by commas
OR
Select the State(s)

You can click Close or click on the Set button for the next criteria you would like to select.

Pub CR Case Info (LR2000 Public Reports)

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set Admin State **Limit(s) Selected: (MT)**

Close Casetype

☐ Not

Begins With ▼

Enter Casetype code

31

--- OR ---

Enter Casetype Text

--- OR ---

or Select Casetype

Sort Code   **Sort Text**

```
Select here to clear values
000000 - PUBLIC LAND (NO ACTION)
000445 - CONTEST-PRIVATE
000900 - PWRKS PERMIT-LEASE-ESMT
007500 - MISC NON-COUNT
007502 - ACQUIRED EASEMENT
009999 - TO BE DEFINED
161000 - RESOURCE MGT PLANNING
```

Select the operation and enter the casetype code(s) separated by commas

OR

Select the code(s) from the picklist

You can click Close or click on the Set button for the next criteria you would like to select.

Pub CR Case Info (LR2000 Public Reports)

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set Admin State **Limit(s) Selected: (MT)**

Set Casetype **Limit(s) Selected: (31)**

OPTIONAL CRITERIA

Close Geo State

Enter Geo State

| MT,ND,SD |

or Select Geo State

Sort Code **Sort Text**

| Select here to clear values |
| AK - ALASKA |
| AL - ALABAMA |
| AR - ARKANSAS |
| AZ - ARIZONA |
| CA - CALIFORNIA |
| CO - COLORADO |
| CT - CONNECTICUT |

Enter state code(s) separated by commas
OR
Select the state(s)

You can click Close or click on the Set button for the next criteria you would like to select.

Notice the selection criterion you have already set are displayed next to the Set (Limits).

Pub CR Case Info (LR2000 Public Reports)

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set Admin State **Limit(s) Selected: (MT)**

Set Casetype **Limit(s) Selected: (31)**

OPTIONAL CRITERIA

Set Geo State **Limit(s) Selected: (MT,ND,SD)**

Close Case Disposition

Enter Case Disposition

or Select Case Disposition

Sort Code   Sort Text

Select here to clear values
5 - AUTHORIZED
6 - CANCELLED
9 - CLOSED
7 - EXPIRED
2 - PENDING
3 - REJECTED
8 - RELINQUISHED

Enter the case disposition code(s)
OR
Select the value(s) from the picklist

You can click Close or click on the Set button for the next criteria you would like to select.

Pub CR Case Info (LR2000 Public Reports)

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set   Admin State **Limit(s) Selected: (MT)**

Set   Casetype **Limit(s) Selected: (31)**

OPTIONAL CRITERIA

Set   Geo State **Limit(s) Selected: (MT,ND,SD)**

Set   Case Disposition **Limit(s) Selected: (5) AUTHORIZED,(2) PENDING**

SELECT REPORT FORMAT

- ⦿ Casetype Totals
- ○ Case Info By Casetype
- ○ Case Info By Serial Number
- ○ Pending Organization
- ○ Serial Number List

[Run Report]   [Reset]

Select the initial Report Format and click Run Report

PUB CR CASE INFO (LR2000 PUBLIC REPORTS)

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set Admin State **Limit(s) Selected: (MT)**

Set Casetype **Limit(s) Selected: (31)**

OPTIONAL CRITERIA

Set Geo State **Limit(s) Selected: (MT,ND,SD)**

Set Case Disposition **Limit(s) Selected: (5) AU**

Microsoft Internet Explorer

? You have chosen the following criteria:

Admin State = MT,
Casetype Begins with 31||,
Geo State = MT, ND, SD,
Case Disposition = 5||AUTHORIZED, 2||PENDING

Press 'OK' to run the report or press 'Cancel' to change your selections.

OK   Cancel

SELECT REPORT FORMAT

- ● Casetype Totals
- ○ Case Info By Casetype
- ○ Case Info By Serial Number
- ○ Pending Organization
- ○ Serial Number List

Run Report   Reset

A pop up window will display to confirm the selection criteria.
Select 'OK' to run the report or Cancel to change your selections.

Report Format - Casetype Totals

The report is displayed in a new window in the format you initially set as your criteria. You may select another report format from the drop down list, then click on Go.

Casetype Totals [Go]

DEPARTMENT OF THE INTERIOR PAGE: 1
RUN TIME: 1:33 PM BUREAU OF LAND MANAGEMENT RUN DATE: 03/03/2006
Case Info - Case Type Totals

Admin State: MT

Case Group: 31

Casetype	Casetype Txt	Case Counter	Case Acres
310099	TO BE DEFINED	808	706,743.809
310112	O&G PRIVATE LEASES-ACQ	3	345.350
310771	O&G EXCHANGE LEASE - PD	100	31,425.810
310781	O&G RENEWAL LEASE - PD	127	47,353.710
310911	O&G LSE SPECIAL ACT-ROW	13	742.730
311111	O&G LSE NONCOMP PUB LAND	1,080	1,502,195.588
311112	O&G LSE NONCOMP ACQ LAND	93	45,792.261
311116	O&G LSE SP ACT FFMC	10	2,232.410
311121	O&G LSE NONCOMP PD -1987	829	1,206,543.990
311122	O&G LSE NONCOMP ACQ-1987	460	410,359.566
311132	O&G LSE FUT INT NC-ACQ	5	1,109.970
311211	O&G LSE SIMO PUBLIC LAND	473	345,555.110
311212	O&G LSE SIMO ACQ LAND	201	187,938.741
312011	O&G LSE COMP PUBLIC	292	80,871.930
312012	O&G LSE COMP ACQUIRED	33	5,771.296

Report Format – Case Info by Casetype

Select a new report format from the drop down list, then click on Go.

Case Info by Casetype   Go

DEPARTMENT OF THE INTERIOR PAGE: 1
RUN TIME: 1:39 PM BUREAU OF LAND MANAGEMENT RUN DATE: 03/03/2006
Case Info - By Case Type

Admin State: MT
Geo State: MT
310099   TO BE DEFINED

Casetype	Case Disp Txt	Serial Nr Full		Action Cod / Title		Action Date	Case Acres
310099	PENDING	MTM	0790101F	387	CASE ESTABLISHED	01/30/2003	160.000
310099	PENDING	MTM	0790101G	387	CASE ESTABLISHED	02/05/2003	320.000
310099	PENDING	MTM	0790101H	387	CASE ESTABLISHED	02/05/2003	113.460
310099	PENDING	MTM	0790101J	387	CASE ESTABLISHED	12/23/2002	1.000
310099	PENDING	MTM	0790101K	387	CASE ESTABLISHED	12/23/2002	1.000
310099	PENDING	MTM	0790101L	387	CASE ESTABLISHED	12/23/2002	1.000
310099	PENDING	MTM	0790101M	387	CASE ESTABLISHED	12/23/2002	1.000
310099	PENDING	MTM	0790101T	387	CASE ESTABLISHED	12/19/2002	259.130
310099	PENDING	MTM	0790101U	387	CASE ESTABLISHED	12/19/2002	33.190
310099	PENDING	MTM	0790102B	387	CASE ESTABLISHED	04/26/2005	39.080
310099	PENDING	MTM	0790102E	387	CASE ESTABLISHED	03/26/2005	1.000
310099	PENDING	MTM	0790102F	387	CASE ESTABLISHED	03/26/2005	1.000
310099	PENDING	MTM	0790102G	387	CASE ESTABLISHED	04/26/2005	720.000
310099	PENDING	MTM	0790102H	387	CASE ESTABLISHED	04/26/2005	1.000
310099	PENDING	MTM	0790102I	387	CASE ESTABLISHED	04/26/2005	120.000

Report Format - Banner Page

The report format Banner Page has been selected and is shown.

The CR Geo Report With Customer

Criteria Selection – Geo Report w/Customer
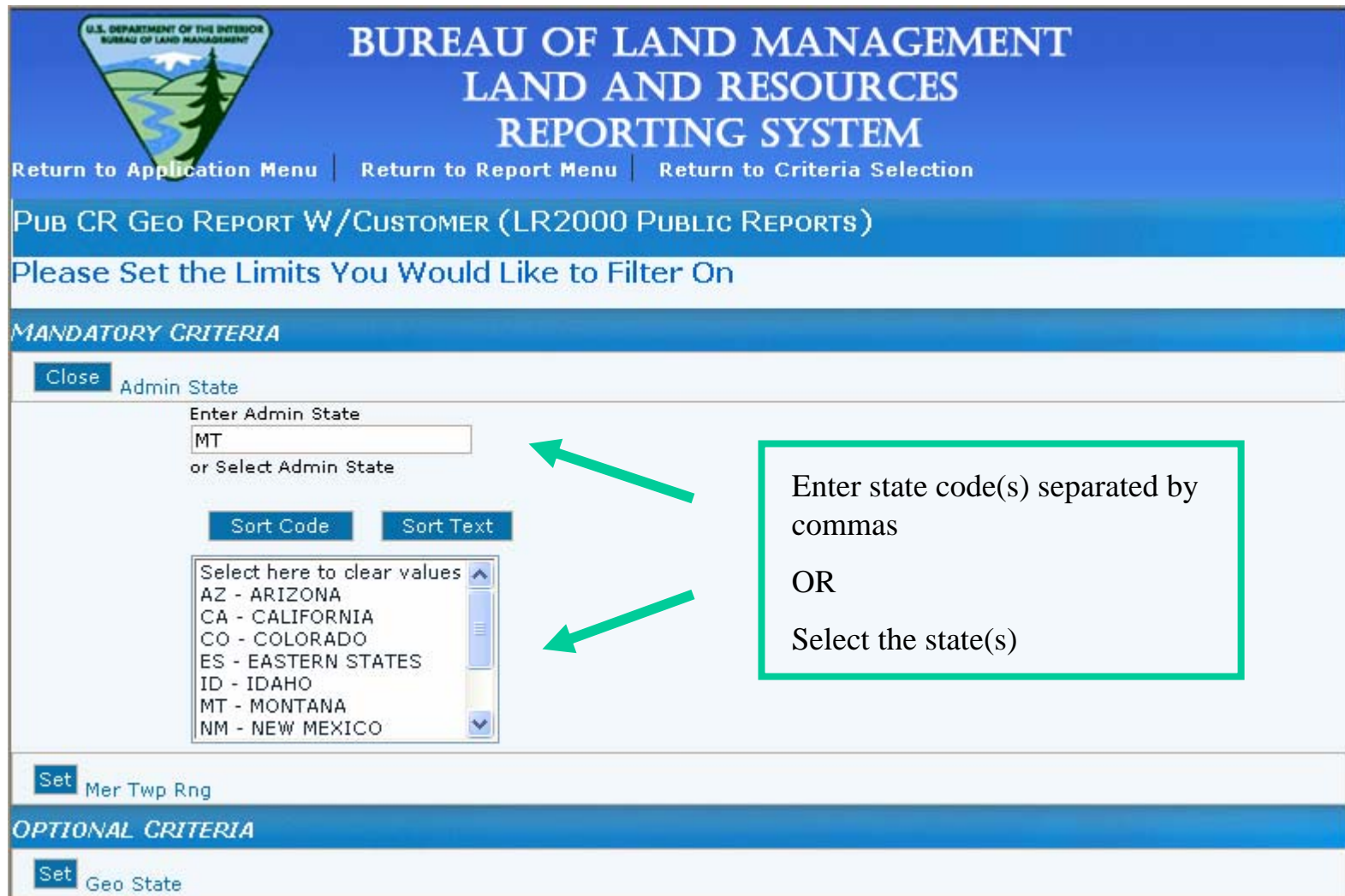
Admin State is required.
You must select either the Mer Twp Rng or MTRS criteria.
Select any optional criteria.
Click Select Criteria button.

Click Set for the Admin State criteria

Notice that the "look and feel" or appearance of the selection criteria are very similar!

Click Set for the Mer Twp Rng criteria

Pub CR Geo Report W/Customer (LR2000 Public Reports)

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set   State **Limit(s) Selected: (MT)**

r Twp Rng

MTR Format:
06 0010S 0980W

Example of MTR format

20 0020N 0030W

Select All

Remove

Enter the land description in the format shown *AND* Click the green checkmark

Click Select All if more than one MTR is defined

The meridian, township, range format is very important! Please view the example provided. The example provided is for the 6th Principle Meridian; Township 1 South; Range 98 West.

Click Set for the Geo State criteria

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

[Set] Admin State **Limit(s) Selected: (MT)**

[Set] Mer Twp Rng **Limit(s) Selected: 20 0020N 0030W**

OPTIONAL CRITERIA

[Close] Geo State

Enter Geo State

[   ]

or Select Geo State

[Sort Code]   [Sort Text]

```
ME - MAINE
MI - MICHIGAN
MN - MINNESOTA
MO - MISSOURI
MS - MISSISSIPPI
MT - MONTANA
NC - NORTH CAROLINA
ND - NORTH DAKOTA
```

Enter the state code(s) separated by commas
OR
Select the state(s)

Click Set for the Case Disposition criteria

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set Admin State **Limit(s) Selected: (MT)**

Set Mer Twp Rng **Limit(s) Selected: 20 0020N 0030W**

OPTIONAL CRITERIA

Set Geo State **Limit(s) Selected: (MT) MONTANA**

Close Case Disposition

Enter Case Disposition

[   ]

or Select Case Disposition

Sort Code   Sort Text

```
Select here to clear values
5 - AUTHORIZED
6 - CANCELLED
9 - CLOSED
7 - EXPIRED
2 - PENDING
3 - REJECTED
8 - RELINQUISHED
```

Enter the comma separated disposition(s)
OR
Select the disposition(s) from the picklist

Click Set for the Casetype criteria

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set Admin State **Limit(s) Selected: (MT)**

Set Mer Twp Rng **Limit(s) Selected: 20 0020N 0030W**

OPTIONAL CRITERIA

Set Geo State **Limit(s) Selected: (MT) MONTANA**

Set Case Disposition **Limit(s) Selected: (5) AUTHORIZED**

Close Casetype

☐ Not

| Begins With ▾ |

Enter Casetype code

`28`

--- OR ---

Enter Casetype Text

--- OR ---

or Select Casetype

| Sort Code | Sort Text |

```
Select here to clear values
000000 - PUBLIC LAND (NO ACTION)
007500 - MISC NON-COUNT
009999 - TO BE DEFINED
181301 - TITLE RESOLUTION
186001 - QUITCLAIM DEED BY GSA
186004 - QUITCLAIM DEED
186005 - QUITCLAIM DEED BY FS
```

Select the operation and enter the casetype code(s) separated by commas
OR
Select the code(s) from the picklist

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set | Admin State **Limit(s) Selected: (MT)**

Set | Mer Twp Rng **Limit(s) Selected: 20 0020N 0030W**

OPTIONAL CRITERIA

Set | Geo State **Limit(s) Selected: (MT) MONTANA**

Set | Case Disposition **Limit(s) Selected: (5) AUTHORIZED**

Set | Casetype **Limit(s) Selected: (28)**

SELECT REPORT FORMAT

⦿ Sort on Serial Number

○ Sort on MTRS

Run Report   Reset

Select the Report Format Sort Order.
Click Run Report

Pub CR Geo Report W/Customer (LR2000 Public Reports)

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set Admin State **Limit(s) Selected: (MT)**

Set Mer Twp Rng **Limit(s) Selected: 20 0020N**

OPTIONAL CRITERIA

Set Geo State **Limit(s) Selected: (MT)**

Set Case Disposition **Limit(s) Selected: (5) AU**

Set Casetype **Limit(s) Selected: (28)**

SELECT REPORT FORMAT

(•) Sort on Serial Number

( ) Sort on MTRS

[Run Report] [Reset]

Microsoft Internet Explorer ☒

? You have chosen the following criteria:

Admin State = MT,
Mer Twp Rng = 20 0020N 0030W,
Geo State = MT,
Case Disposition = 5||AUTHORIZED
Casetype Begins with 28||,

Press 'OK' to run the report or press 'Cancel' to change your selections.

[OK] [Cancel]

**A pop up window will display to confirm the selection criteria.
Select 'OK' to run the report or Cancel to change your selections.**

Report Format – Sort by Serial Number

Sort SN Go

Run Date: 03/03/2006

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Geographic Report with Customer
Sorted by Serial Number

Admin State: MT

Geo State: MT

The report is displayed in a new window in the format you initially set as your criteria. You can select a new report format from the drop down list and click on Go.

Serial Number	Casetype	Disposition	Actn Code	Actn Txt	Date	Action Remarks
MTM 005486	285002	AUTHORIZED	307	ROW GRANTED-ISSUED	07/15/1968	EFF 5-10-68

NORTHWESTERN ENERGY   40 E BROADWAY   BUTTE   59701 MT

MER	Township	Range	Section	Typ	Sur Nr	Suff	Aliquot Part
20	0020N	0030W	031	LOTS			7;

Serial Number	Casetype	Disposition	Actn Code	Actn Txt	Date	Action Remarks
MTM 013412	285002	AUTHORIZED	304	AUTH AMENDED/MODIFIED	08/15/1990	502-4088;

NORTHWESTERN ENERGY   40 E BROADWAY   BUTTE   59701 MT

MER	Township	Range	Section	Typ	Sur Nr	Suff	Aliquot Part
20	0020N	0030W	017	LOTS			11,12;
20	0020N	0030W	018	ALIQ			SESE,NWSE;

Report Format – Sort by MTR

Report Format – Banner Page

The Banner Page display.
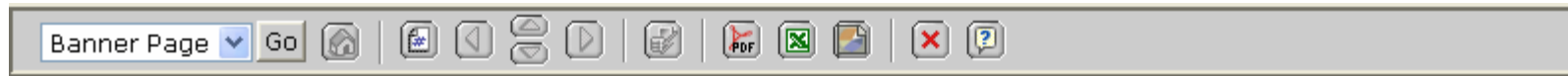
Run Time: 01:47 PM

DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Input Parameters for Geographic Report with Customer

System Id = CR

Admin State = MT

Geo State = MT

Casetype Begins With 28

Casetype Txt Begins With

Case Disp Txt = AUTHORIZED

Mtrs =

Mer Twp Rng = 20 0020N 0030W

Now lets look at Legal Land Description
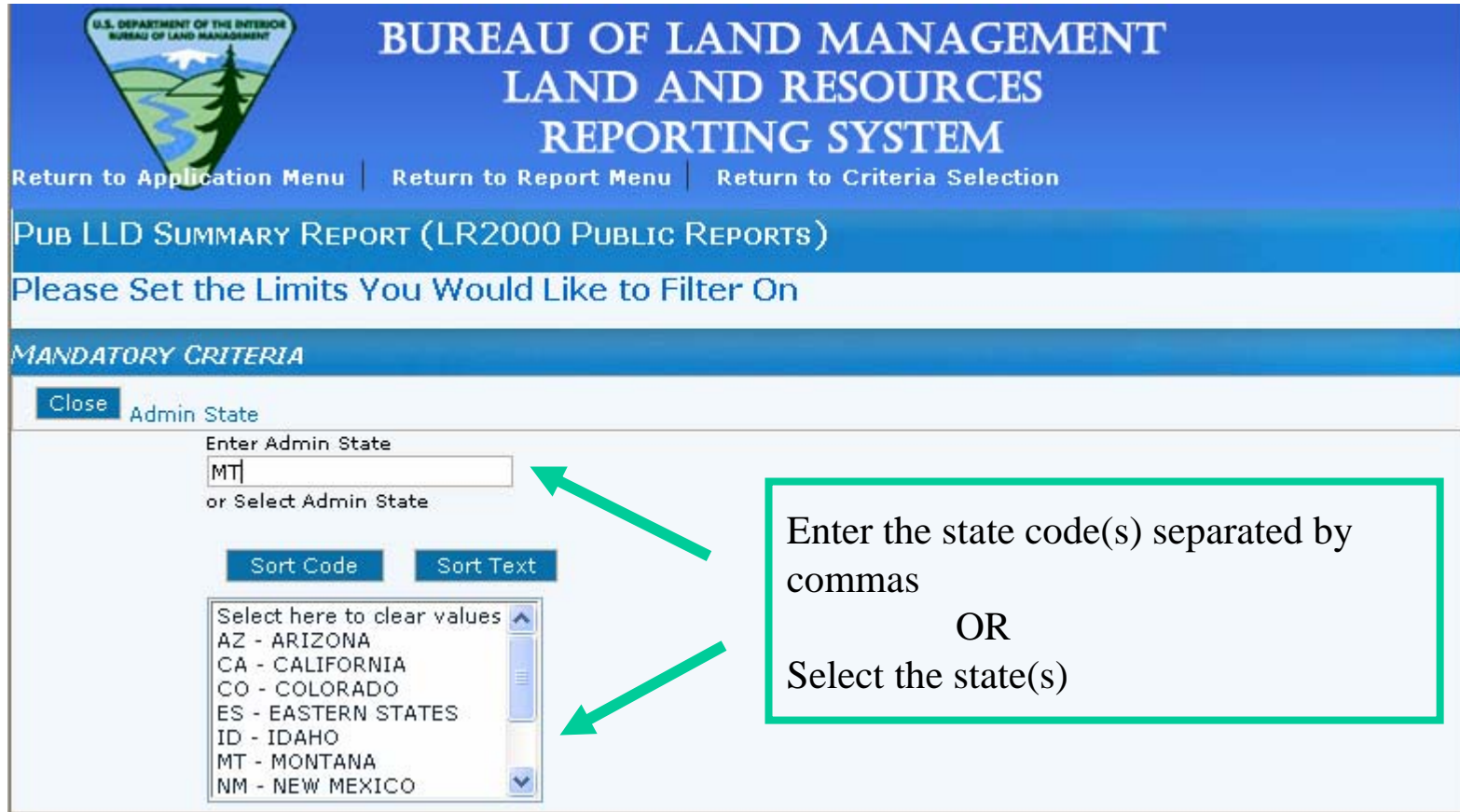
Criteria Selection – LLD Summary Report

Admin State is required.
Select the Mer Twp Rng _OR_ the MTRS criteria. This is a required selection.
Select the optional Geo State criteria.
Click Select Criteria.

Click Set for the Admin State criterion

Enter the state code(s) separated by commas
        OR
Select the state(s)

Click Set for the Mer Twp Rng criterion

Pub LLD Summary Report (LR2000 Public Reports)

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set Admin State Limit(s) Selected: (MT)

Close Mer Twp Rng

MTR Format:
06 0010S 0980W

Example

X ✓ 20 0010N 0020E

Select All

Remove

Enter the land description
in
the format shown
AND
Click the green
checkmark

Click Select All if more
than one MTR is defined

The meridian, township, range format is very important! Please view the example provided. The example shows the 6th Principle Meridian; Township 1 South; Range 98 West.

BUREAU OF LAND MANAGEMENT
LAND AND RESOURCES
REPORTING SYSTEM

Pub LLD Summary Report (LR2000 Public Reports)

Please Set the Limits You Would Like to Filter On

MANDATORY CRITERIA

Set Admin State **Limit(s) Selected: (MT)**

Set Mer Twp Rng **Limit(s) Selected: 20 0010N 0020E**

[Run Report]   [Reset]

Click on Run Report

A pop up window will display to confirm the selection criteria.
Select 'OK' to run the report or Cancel.

Legal Land Description Summary Report

RUN TIME: 03:49 PM   RUN

DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
LLD SUMMARY REPORT

Adm State: MT

20 0010N 0020E

Sect	Type	Sur No	Suff	NE NNSS EWWE	NW NNSS EWWE	SW NNSS EWWE	SE NNSS EWWE	Acreage	Note	Dup Flg	Sub Surf	Geo	Cty	Cong Dist	District/Res Area
001	A			--XX	--XX	XXXX	XXXX	480.000				MT	MT031	MT00	BUTTE FIELD OFFICE
001	L	1		X---	----	----	----	39.650				MT	MT031	MT00	BUTTE FIELD OFFICE
001	L	2		-X--	----	----	----	38.960				MT	MT031	MT00	BUTTE FIELD OFFICE
001	L	3		----	X---	----	----	38.280				MT	MT031	MT00	BUTTE FIELD OFFICE
001	L	4		----	-X--	----	----	37.600				MT	MT031	MT00	BUTTE FIELD OFFICE
002	A			--XX	--XX	XXXX	XXXX	480.000				MT	MT031	MT00	BUTTE FIELD OFFICE
002	L	1		X---	----	----	----	37.590				MT	MT031	MT00	BUTTE FIELD OFFICE
002	L	2		-X--	----	----	----	38.240				MT	MT031	MT00	BUTTE FIELD OFFICE
002	L	3		----	X---	----	----	38.890				MT	MT031	MT00	BUTTE FIELD OFFICE
002	L	4		----	-X--	----	----	39.550				MT	MT031	MT00	BUTTE FIELD OFFICE

Report Format – Banner Page

Banner Page ▼ | Go | ⌂ | 🗎 | ◁ | ⇕ | ▷ | 🗒 | PDF | 🗷 | 🖼 | ✖ | ?

RUN TIME: 03:51 PM

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Selection Criteria for LLD Summary Report

The Banner Page is displayed after selection from the drop down list and clicking on the GO button.

Blm Admin State = MT

Geo State =

Mer Twp Rng = 20 0010N 0020E

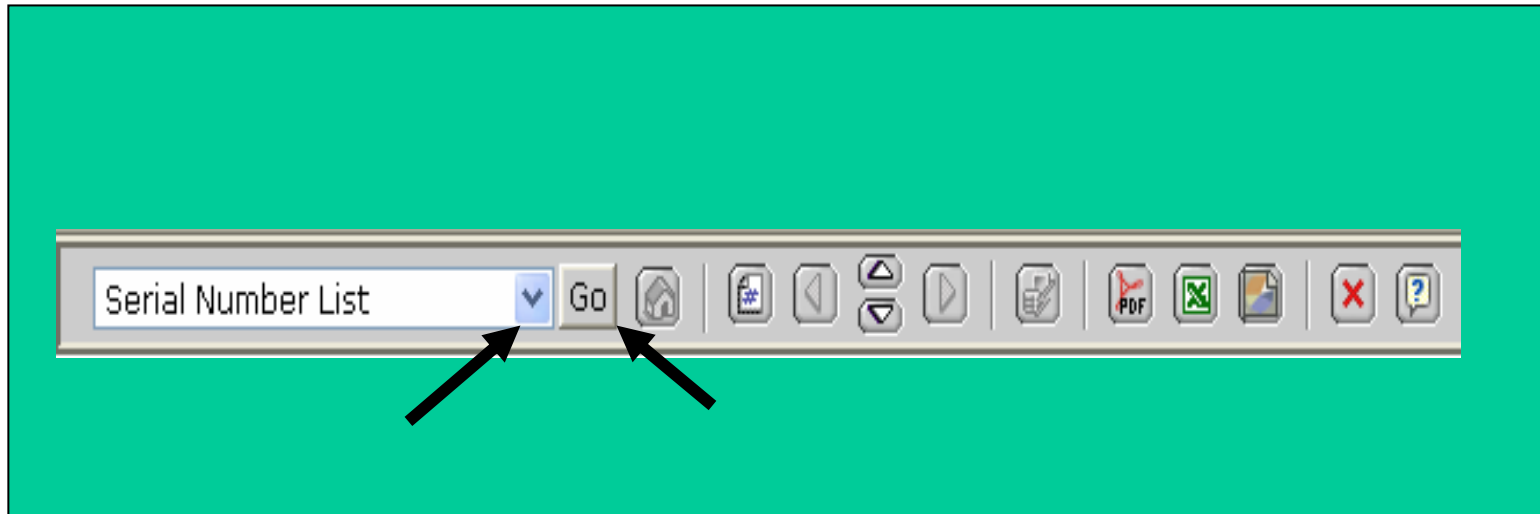Mtrs =

Navigating Through the Reports

About the Menu Bar

If you hover your mouse over each of the buttons on the menu bar, a yellow box will display information about the function of the button.
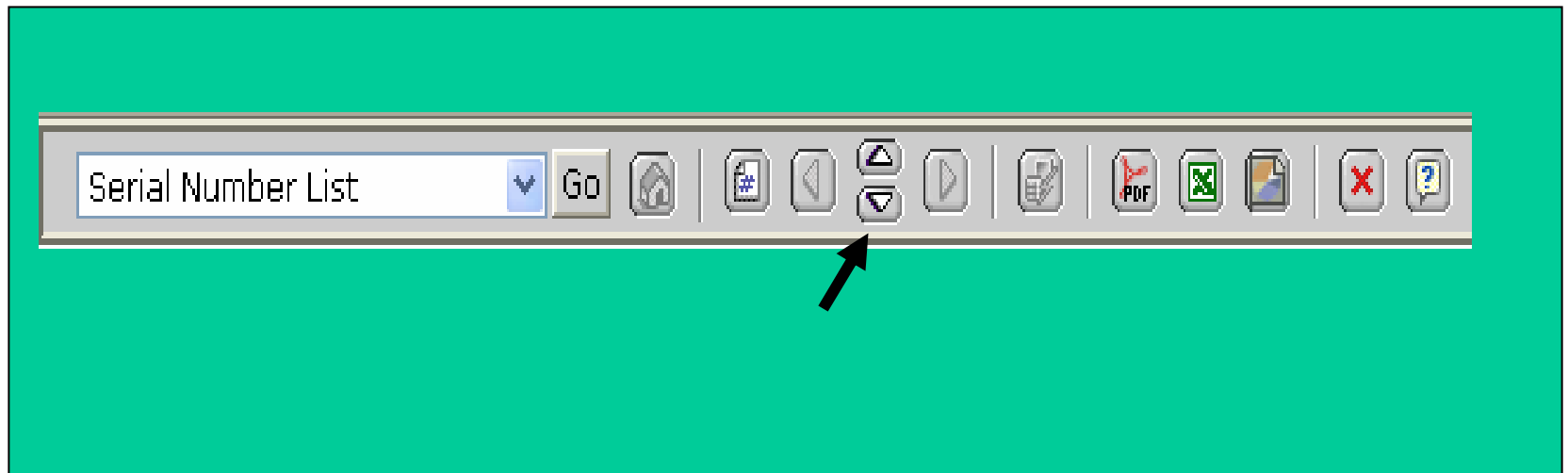

Export to PDF

Selecting Report Formats and Banner Page

Select a different report or Banner Page from the drop down list in the menu bar.
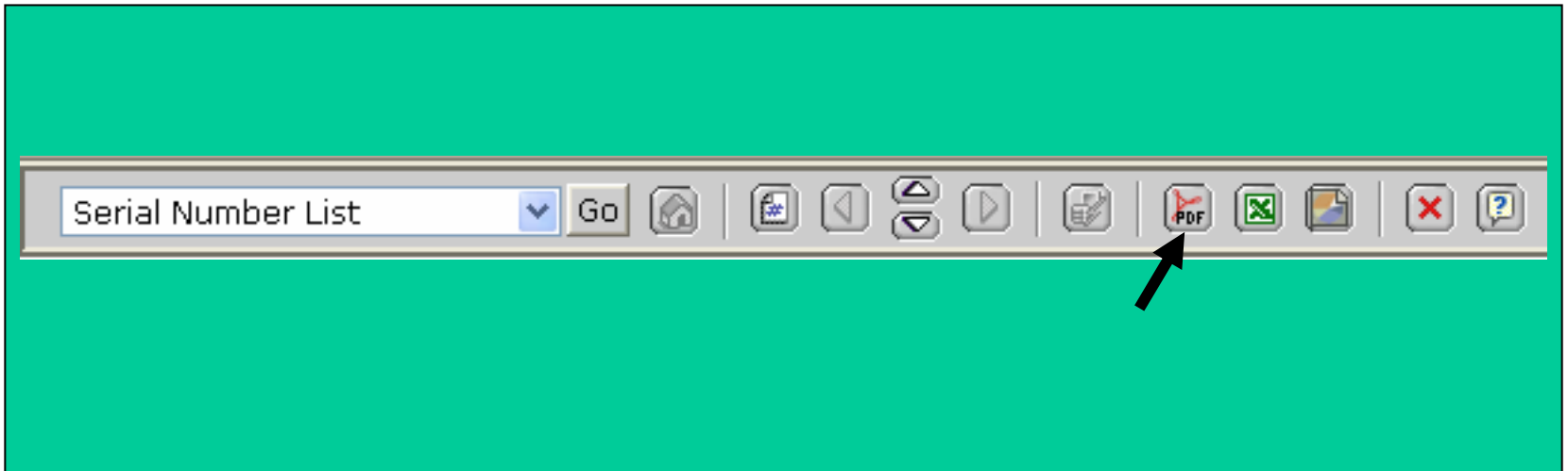**Click on the GO button to display the newly selected report.**
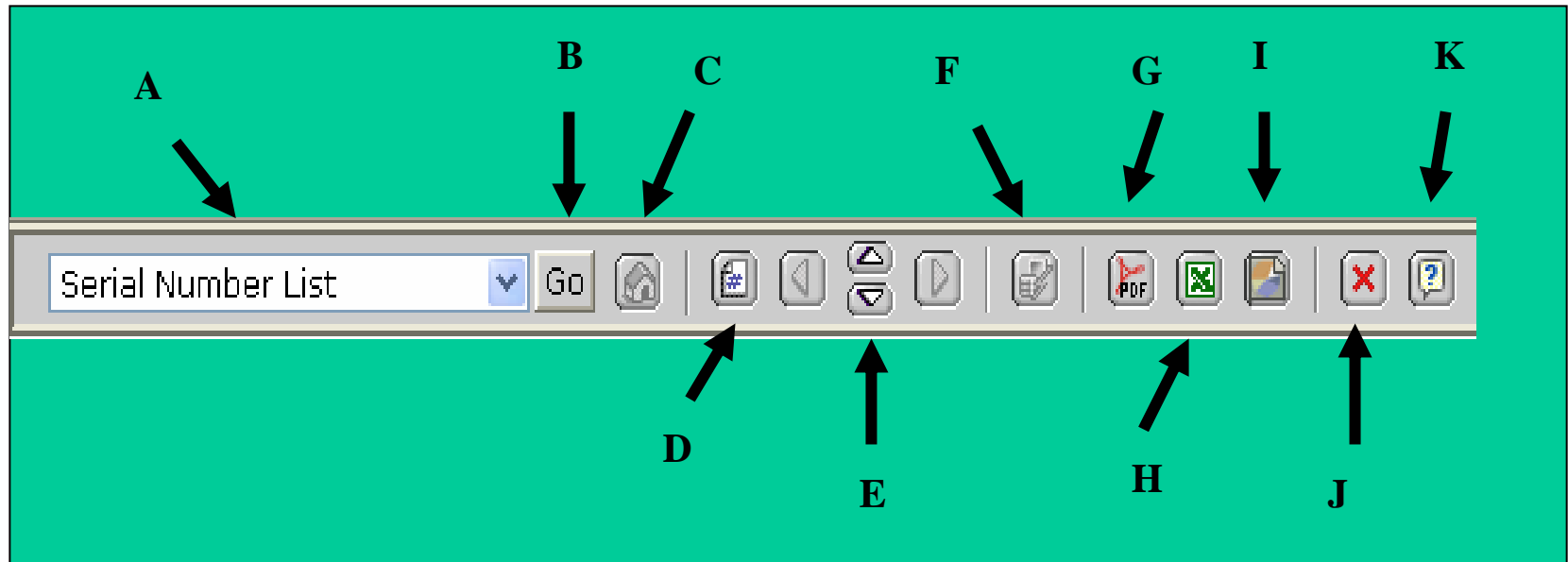
How to go to the Next Page in a Report

If the report has multiple pages, the arrows on the menu bar will be highlighted. To navigate the pages, click on up or down arrow.

How to Print a Report

**To print a report you must first put the report in PDF format.
You do this by selecting the PDF button on the menu bar.**

Other Selections on the Menu Bar

A – Drop down list

B – Go button to process the selection from the drop down list.

C – Inactive.

D – Displays page number of the report.

E – Report navigation arrows (next and prior report page).

F – Inactive.

G – Print (PDF) button.

H - Exports the report to an Excel spreadsheet.

I - Allows the file to be saved locally.

J - Closes the document.

K – Help screen.